Microsoft Office 2007

Top Features and Benefits of PowerPoint 2007

Microsoft Office PowerPoint 2007 enables users to quickly create high-impact; dynamic presentations while integrating security-enhanced workflow and ways to easily share this information.

Here are the top 10 ways that Office PowerPoint 2007 helps users increase productivity and improve collaboration.



Get better results faster with the Microsoft Office Fluent user interface.

The redesigned look and feel of the Office Fluent user interface makes creating, presenting, and sharing presentations an easier and more intuitive experience. Rich features and capabilities are presented in a streamlined, uncluttered workspace that minimizes distraction and enables people to achieve the results they want more quickly and easily.



Create powerful, dynamic SmartArt diagrams.

Easily create high-impact and dynamic workflow, relationship, or hierarchy diagrams from within Office PowerPoint 2007. You can even convert a bulleted list into a SmartArt diagram, or modify and update existing diagrams. It's easy for users to take advantage of rich formatting options with new contextual diagramming menus.



Easily reuse content with Office PowerPoint 2007 Slide Libraries.

Wish there was a better way to reuse content from one presentation to another? With PowerPoint Slide Libraries, you can store presentations as individual slides on a site supported by Microsoft Office SharePoint Server 2007 and easily repurpose the content later within Office PowerPoint 2007. Not only does this cut down the time you spend creating presentations, but any slides you insert can remain synchronized with the server version, so your content is always up to date.

Communicate with users across platforms and devices.

Help ensure broad communication with your PowerPoint presentations by converting your files to XPS and PDF files for sharing with users on any platform.



Use custom layouts to assemble presentations more quickly.

In Office PowerPoint 2007, you can define and save your own custom slide layouts so you no longer have to waste valuable time cutting and pasting your layouts onto new slides or deleting content on a slide with your desired layout. With PowerPoint Slide Libraries, it is easy to share these custom slides with others so that your presentations have a consistent and professional look and feel.



Accelerate your review processes using Office PowerPoint 2007 and Office SharePoint Server 2007.

With built-in workflow capabilities in Office SharePoint Server 2007, you can initiate, manage, and track review and approval processes from within Office PowerPoint 2007, enabling people to accelerate presentation review cycles across the organization without requiring them to learn new tools.



Uniformly format your presentations with Document Themes.

Document Themes enable you to change the look and feel of your entire presentation with just one click. Changing the theme of your presentation not only changes the background color, but also the colors, styles, and fonts of the diagrams, tables, charts, shapes, and text within your presentation. By applying a theme, you can be confident that your entire presentation has a professional and consistent look and feel.



Dramatically modify shapes, text, and graphics with new SmartArt graphics tools and effects.

You can manipulate and work with your text, tables, charts, and other presentation elements in richer ways than ever before. Office PowerPoint 2007 makes these tools readily available

through the streamlined user interface and contextual menus, so that in just a few clicks, your work can have greater impact.



Add more security to your PowerPoint presentations.

You can now add a digital signature to your PowerPoint presentations to help ensure their contents are not changed after they leave your hands, or you can mark a presentation as "final" to prevent inadvertent changes. Using content controls, you can create and deploy structured PowerPoint templates that guide users into entering the correct information, while helping to protect and preserve the information in the presentation that shouldn't be changed.



Reduce your document sizes and improve file recovery at the same time.

The new, compressed Microsoft Office PowerPoint XML Format offers a dramatic reduction in file size while also offering an improvement in data recovery for damaged files. This new format provides a tremendous savings to storage and bandwidth requirements and reduces the burden on IT costs.

Visit the ODIN website at https://www.odin.lmit.com/portal for additional Office 2007 information.